REAL Council

Minutes

Sept. 15, 2011, 4:00 p.m., Admin 208

Attendees: Denise Martinez, Reed Baize, Melissa Sellars, Jason Sharp, Alana Hefner, Justin Carrell, Arthur Low, Russell Pfau, Marilyn Robitaille, Tara Whitson, Holly Lamb, Darla Doty, Benni Konvicka, Dian Taylor, Melissa Becker.

By Phone: none

Handouts:
- Agenda

Discussion:

1. Previous items:
   - Identify and recruit high impact areas
     - Push from Karen Murray has led to a number of departments wanting more information – COMS, FA, MMAS
     - College of Ed. – Melissa B
       - CoEd would like to have 3 courses in C&I as ALE courses so the graduates are guaranteed recognition
         - EDU 320 (~350 kids/semester)-Service,
         - EDU 404 or 435 (~190)-Practicum,
         - EDU 490 (~50)-Internship
     - Since 320 has been conducted as an ALE already, simply need to fill out the form.
     - Others need to fill out the app, check “no” on the funding one since it is already very ALE-like, and submit it at any time for review by the committee.
     - May or may not make it part of the master syllabus; up to the department to decide if it is the instructor choice or if it will be the way the class is done. Only students in sections being done as an ALE get ALE credit.
     - Others –OSRCA, MS, student clubs
     - Great job all! Keep recruiting please!

2. Updates
   - Website – Continues to be updated as needed; check it periodically
     - Study Abroad/U.S. – need the procedures for the U.S. trips. – will be whatever is required in the department, but with the addition of the QEP pieces such as the pre/post survey. Marilyn will provide a write up/FAQ to go on the web page.
   - Application
     - Updated – added estimated timeframe of delivery, estimated hours spent by supervisor, and incorporated suggestions from the committee.
- ALE renewal form – on website
- All – please be familiar with the minor changes and the new processes; let Denise know if there are any changes to be made.

3. Current items
- Volunteer needed for new faculty cohort session, Sept. 23 ~4-5 pm.
  - **Arthur Low** volunteered!! (Thank you!)
- ALE workshop in September
  - Sept 26 – two sessions; noon-1 and 3-4
    - Provide sandwiches (Quiznos or subway) at noon; cookies at 3;
    - **Melissa S. and Reed** – investigate Quiznos vs. subway vs. HEB for small sandwiches or platters.
    - **Denise** – book room and drinks.
  - Career Services event on 27th
  - Study Abroad fair on 29th 11 – 3
    - Jennifer Edwards has agreed to participate if it doesn't conflict w/ class; also ask Marilyn Duran and Kayla Peak. – **Denise** will contact these
    - Presentation similar to past workshops; brief overview of C&W.
- Also REAL table at Study Abroad fair. Materials already set up from orientation. **Melissa S. and Reed** will find the trifold board.
- Re-funding ALEs
  - What if it is a different person leading/teaching same course?
  - What about funding for travel/equipment? Can use the faculty development model since some support funds are in the budget. Discuss next meeting
- Possibility of co-curricular transcript software – **Reed** will add Denise and Marilyn to the demo list.

4. Adjourn – 5:00